

Minutes of the Board of Directors Meeting

The Society for Investigative Dermatology

May 4, 2011

Phoenix, Arizona

In attendance: Kathleen J. Green, PhD (President), Kim Yancey, MD (President-Elect), Richard Clark, MD (Immediate Past-President), Robert Swerlick, MD (Secretary-Treasurer), Russell Hall, MD (Deputy Secretary-Treasurer), Victoria Werth, MD (Vice President), Paul Bergstresser, MD (*JID* Editor), Angela Christiano, PhD, Jodi Johnson, PhD, Andrew Kowalczyk, PhD, Alexa Kimball, MD, Robert Modlin, MD, Brian Nickoloff, MD/PhD, David Rubenstein, MD/PhD, Mark Udey, MD/PhD, Lisa Beck, MD, Richard Gallo, MD/PhD, Richard Eckert, PhD, Elizabeth Blalock, Rebecca Minnillo, DM/MPA, Jim Rumsey, and Carolyn Slade

Unable to attend: Todd Becker, MD

Invited guests: Lowell Goldsmith, MD/MPH (SID Scientific and Medical Advisor), Nada Elbuluk, MD (incoming Resident Board Rep.), Thomas Kupper, MD (incoming President-Elect), Steven Ottogalli (Nature Publishing Group), Alice Pentland, MD (incoming Deputy Secretary-Treasurer), Stephen Katz, MD/PhD (NIAMS), Yoshiki Tokura, MD/PhD (JSID), and Alexander Enk, MD (ESDR)

Kathleen Green called the meeting to order and thanked the group for their efforts. She asked the assembled group to provide introductions of themselves for the benefit of guest incoming Board members.

Minutes

President Green asked for an approval of the minutes from the fall 2010 Board of Directors meeting. A motion to approve the minutes was made, seconded, and approved. She then reviewed the President's Report/Executive Committee deliberations from the previous seven months. She explained that most of the topics were incorporated into the agenda for the day, especially the strategic thinking session in the afternoon.

Conflict of Interest (COI)

Russell Hall, Deputy Secretary-Treasurer, reviewed the SID COI statement and asked if any Board member had a conflict to declare. None was reported. He then updated the Board on efforts to develop a comprehensive COI policy and disclosure statement for the Board, staff, and Committee members. An ad hoc committee composed of Dr. Hall, Lowell Goldsmith, George Stricklin, and John Stanley developed the drafts that were presented to the Board for comment and final review. A list of edits and revisions was compiled to reflect consistent definitions and terms across all three versions; the COI policies would be formally in place after the May 2011 Board Meeting.

Governance

President Green asked the Board to review the enclosed names of "New Member" applications for the fiscal year and determine if they fulfilled the criteria to become members of the SID. Hearing no debate, a motion to approve the slate of candidates was made, seconded, and approved.

President Green also reviewed written reports from the Chairs of the Committee on Scientific Programs and Education Committee, which highlighted their activities since the time of the last Board Meeting, and the report from the ad hoc task group to select a new Secretary-Treasurer, whose Chair was in attendance and spoke verbally as well.

Dr. Hall and Angela Christiano, PhD, talked about the just-completed process for selection of a new Editor for the *Journal of Investigative Dermatology (JID)*. A motion was made to accept the recommendation of the committee to select Barbara Gilchrist, MD, as the next Editor of the *JID*. The motion was seconded and unanimously approved.

Dr. Hall spoke about the ongoing projects of the Journal Liaison Committee and its work with the European Society for Dermatological Research (ESDR).

Dr. Goldsmith updated the group on the ongoing work of the History Committee, especially as the SID gets closer to its 75th anniversary.

Annual Meeting/Educational programming

Jim Rumsey, SID Executive Director, Chief Operating Officer, spoke about the current registration figures for the Annual Meeting, the status of the hotel property room block, and the addition of having electronic posters available for meeting attendees.

President Green commented on 2011 Annual Meeting abstract statistics, information regarding the Social Event for the meeting, and the scheduled Mentorship Luncheon.

Dr. Hall reviewed the 2011 Meeting Scientific Program, pointing out highlights of the meeting.

Rebecca Minnillo, SID Executive Director, Chief Program and Development Officer, spoke about the resurrection of the SIDES Program and the individuals who donated their time in putting the program together.

President Green talked about the 2011 Future Academician Retreat Program and how pairing it concurrently with the Annual Meeting has provided a great deal of fiscal savings.

Lisa Beck, MD, spoke about the planning of a stand-alone clinical meeting on the topic of atopic dermatitis, in concert with the AAD. Discussions included funding opportunities, timelines, and planning personnel.

Mr. Rumsey reviewed the recommendation to the Board from the administrative office for the city/venue that it felt would be best to host the 2016 Annual Meeting. After discussion, it was decided that Memphis and Providence would be eliminated from consideration and Phoenix would be added to a new review (along with Dallas). It was asked that a new report be made at the fall 2011 meeting of the Board.

Finance

Joyce Rico, MD, reviewed the plans for the Committee on Finance to develop strategies to maximize revenue and allocation of any surplus in a given fiscal year. She informed the Board that the Committee had developed a draft policy on Operating Guidelines/Principles alongside of a revised Policies and Procedures document presented by the administrative office. The Board asked for minor clarifications to the documents, which they then felt would follow standards of transparency in accounting and reporting processes.

Victoria Werth gave the Board an overview of Audit Committee activity. A regular two-year cycle has been established: a compilation followed by a full audit (cost approximately is \$20k). The proposals submitted in response to the RFP were reviewed and an audit firm was chosen. The chosen firm (Donovan, Klimczak, and Company) would begin work over the summer with the office on fulfilling the full audit timelines. The agreement is that a report would be generated for review and recommendation in advance of the fall 2011 Board Meeting.

Robert Swerlick, MD, reviewed projections for fiscal year 2010. Based on these figures, a significant surplus of nearly \$175k was projected for book closing. Dr. Swerlick also reviewed the 2011 year-to-date budget figures and discussed the SID Asset values for year-end 2011 as well as first-quarter 2011.

President Green also facilitated discussion among the Board about a raise in the stipend for the Secretary-Treasurer position. The Board agreed that an increase from \$25,000 to \$30,000 was appropriate.

Development

Dr. Minnillo presented a recap of fundraising efforts for the 2011 Meeting (up \$75k to budget), along with the proposal for additional 2011 efforts. The plan included additional strategies, including identification of new commercial partners and attempts to secure new funds for other programmatic initiatives.

Alliances/Collaborations/Advocacy

Invited guest Steve Katz, MD/PhD, spoke to the Board about various and ongoing matters of the NIH. Dr. Katz also spent time to answer the various questions from the Board.

Invited guests Yoshiki Tokura, MD/PhD, from the Japanese Society for Investigative Dermatology (JSID), and Alexander Enk, MD (from the ESDR), gave updates on their respective organizational activities.

Dr. Swerlick spoke about the recently submitted Co-Morbidity related paper to the JAAD (co-authored by Bill James, MD, and Dr. Minnillo).

President Green reviewed with the group the SID's recent \$5,000 contribution to NIAMS as a part of their 25th Anniversary Celebration.

Dr. Minnillo spoke about ongoing advocacy efforts including the proposal to develop a phone application in partnership with the Coalition of Skin Diseases.

Mr. Rumsey reviewed a report written by Robyn Cipolletti (from the SID Office) regarding the ongoing projects of both the Association of Professors of Dermatology (APD) and the Medical Dermatology Society (MDS), both of which are managed by the SID administrative office. Both groups are up for agreement renewal at the end of the year and proposals will be made available to the Board in time for the fall Board Meeting.

Dr. Swerlick and President Green spoke about the annual Montagna Biology of Skin Meeting and the SID's part in contributing funding for travel grants to attendees. The Board reviewed how future funding requests would be handled for reference.

Dr. Christiano gave an update to the group regarding the planning of a Dermatogenetics meeting sponsored by Nature Publishing Group. This invitation-only meeting is scheduled to take place in February of 2012.

Dr. Hall spoke about ways that the SID would help assist the JSID in light of the recent earthquake/tsunami in Japan. After discussions, the Board asked Dr. Hall if he would follow up with the leadership of the JSID to see if awarding additional travel grants to attend the 2011 JSID Annual Meeting would be helpful.

Journal related

Paul Bergstresser, MD, *JID* Editor, gave his report to the Board. Various topics were discussed (including initial planning for the SID/*JID*'s 75th Anniversary) and Dr. Bergstresser and Elizabeth Blalock (*JID* Managing Editor) provided answers to all inquiries.

Invited guest Steven Ottogalli from Nature Publishing Group (NPG) presented the Publisher's Report to the Board. Topics discussed included online traffic to the *JID* website, Table of Content Alerts, Site License sales, and a projection for the 2011 royalty to the SID for the *Journal*.

Other business

Dr. Hall reviewed with the group the results of the recently created Board Priorities Survey (including questions and data). From these discussions the Board asked that the officers work with the administrative office on keeping the three individual task groups (Meeting Content Review, Technology, and Advocacy) on track with their respective initiatives throughout the summer and early fall.

Miscellaneous

The Board met in Executive Session.

Upon completion of the Executive Session, a motion to end the Board of Directors meeting was made, seconded, and approved.

Minutes of the Board of Directors Meeting

The Society for Investigative Dermatology

October 14, 2011

Chicago, Illinois

In attendance: Kim Yancey, MD (President), Kathy Green, PhD (Immediate Past-President), Tom Kupper, MD (President-Elect), Russell Hall, MD (Secretary-Treasurer), Alice Pentland, MD (Secretary-Treasurer), Paul Bergstresser, MD (*JID* Editor), Jodi Johnson, PhD, Alexa Kimball, MD, Robert Modlin, MD, Brian Nickoloff, MD/PhD, Mark Udey, MD/PhD, Lisa Beck, MD, Richard Gallo, MD/PhD, Nada Elbuluk, MD, Joy Rico, MD, Martin Weinstock, MD/PhD, Elizabeth Blalock, Rebecca Minnillo, DM/MPA, Jim Rumsey, and Carolyn Slade

Invited Guests: Lowell Goldsmith, MD/MPH (SID Scientific and Medical Advisor), David Rubenstein, MD/PhD

Kim Yancey called the meeting to order and thanked the group for their efforts. He asked the assembled group to provide introductions of themselves for the benefit of the guests in attendance.

Minutes

President Yancey asked for an approval of the minutes from the spring 2011 Board of Directors meeting. A motion to approve the minutes (with one edit) was made, seconded, and approved. He then reviewed the President's Report/Executive Committee deliberations from the previous four months. It was explained that most of the topics were incorporated into the agenda for the day, especially the strategic thinking session in the afternoon.

Conflict of Interest (COI)

Russell Hall, Secretary-Treasurer, reviewed the SID COI statement and asked if any Board member had a conflict to declare. None was reported.

Governance

Alice Pentland, Secretary-Treasurer, reviewed the report from the Committee on Membership. Discussions centered on the "Membership Bundling" proposal and the advantages that could be achieved. After discussion, a motion to approve the proposal was made, seconded, and approved unanimously.

Dr. Pentland also spent time reviewing the concept of offering reduced registration costs to the Annual Meeting for students. After review of the figures that stem from the 2011 Annual Meeting, a motion to keep the student rate category at the rate of \$150 for the 2012 Meeting was made, seconded, and approved with one Board Member opposed.

Joy Rico, Chair of the Committee on Finance, reviewed with the Board the revised SID Financial Policy document. After review and discussion, a motion was made to accept the revisions with the caveat that the document would have a three-year review. The motion was seconded and approved unanimously. Dr. Rico also talked about the potential management of the SID's assets. After discussion, a motion was made to have the Committee on Finance continue to look at asset management firms and have more discussion at the spring 2012 meeting of the Board. The motion was seconded and approved by the Board unanimously.

Dr. Pentland reviewed the report from the Audit Committee and summarized its contents. A motion to approve the report was made, seconded, and approved unanimously.

President Yancey went over the report from the Committee on Scientific Programs. A motion to approve the report was made, seconded, and approved unanimously. President Yancey also reviewed the report from the Committee on Education. After discussion of the report, it was agreed that a closer look would be given to the committees' charge in the future and having the possibility of redefining its functions. A motion was made to accept the report, seconded, and approved unanimously.

President Yancey also reviewed the report from the Committee on Nominations. Jodi Johnson asked if the Board could increase the size of its Resident/Post-Doc members beyond its current size and scope. After further discussion, a motion to approve the slate of future officers and members of the Board was made, seconded, and approved unanimously.

President Yancey then reviewed with the Board the slate of nominees as put forth by the Committee on Honorary Membership. A motion to accept the slate of nominees was made, seconded, and approved unanimously.

President Yancey and Dr. Hall led the Board through the vetting of the candidates for SID standing committees. Selections were made for the Committee on Scientific Programs, Committee on Education, Committee on Membership, Committee on Nominations, and Committee on Honorary Membership.

Dr. Hall spoke to the group about the recent *JID* Liaison Meeting that took place at the ESDR Annual Meeting held in Barcelona, Spain. A highlight of the meeting was the signing of another five-year Profit-Share Agreement with the ESDR.

Dr. Hall also presented the Board with a working document that was also worked on during the ESDR Meeting that was regarding a Memorandum of Understanding among the SID, ESDR, and JSID as they continue to formalize documents that will help plan future IID meetings. Additional work will be scheduled for the JSID Meeting scheduled for December 2011 in Kyoto. A motion to accept the document was made, seconded, and approved unanimously.

Invited guest Lowell Goldsmith and SID staff member Rebecca Minnillo updated the group on the ongoing work of the History Committee especially as the SID gets closer to its 75th Anniversary and spoke about plans for the 2012 Annual Meeting. Dr. Minnillo also showed the group a presentation of the SID History timeline.

Paul Bergstresser, *JID* Editor, spoke to the group about the ongoing efforts of the Advocacy Task Group.

Annual Meeting/Educational programming

President Yancey reviewed with the Board the ongoing planning and activities associated with the 2012 Annual Meeting.

Jim Rumsey, SID Executive Director, Chief Operating Officer, spoke about the new enhancements to the online abstract submission system and its impact to submitters for the Annual Meeting.

President Yancey commented on 2012 Annual Meeting Social Event and the potential financial considerations in making the event affordable to all. Dr. Hall also reviewed fiscal elements of the event. After discussion, Dr. Hall asked the Board for approval of a one-time request of up to \$75,000 to help offset costs associated with the event. A motion to approve the potential of a one-time use of \$75,000 from SID reserves to use toward costs associated with the Social Event was made, seconded, and approved unanimously.

President Yancey also reviewed with the Board the planning of other activities that will be a part of the meeting, including a Tri-Board Dinner and President's Reception.

Conversations also took place regarding the experience of having electronic poster capabilities for the attendees.

Dr. Johnson spoke about the implementation of a PhD Retreat as a part of the already existing Resident Retreat program that will take place during the Annual Meeting.

Dr. Hall introduced the concept of hosting an atopic dermatitis meeting as a part of the Annual Meeting. Included in the discussions were the history of the project, the fiscal implications, and proposed program outline. Organizer Lisa Beck and Dr. Minnillo also provided input.

President Yancey told the Board about updates that had been received from the ESDR regarding the IID 2013 Meeting in Edinburgh, Scotland.

President Yancey, Dr. Hall, and Mr. Rumsey reviewed with the group the proposals put forth by hotel properties in both Phoenix and Dallas for the 2016 Annual Meeting. After careful review of the various proposals, a motion to accept the proposal provided by the Phoenix Kierland Westin Resort was made, seconded, and approved unanimously.

Finance

Dr. Hall reviewed projections for fiscal year 2011. Based on the figures discussed, a deficit for the year was projected. The board would be updated as needed. Dr. Swerlick also discussed the SID Asset values for the year.

Dr. Rico spoke about the Committee on Finance's recommendation to approve the proposed 2012 Operating Budget. Dr. Hall reviewed the pertinent elements of the proposed budget and the board had several discussions about aspects of the numbers. After discussion had closed, a motion to accept the proposed 2012 operating budget was made, seconded, and approved unanimously.

Development

Dr. Minnillo presented a recap of fundraising efforts for the 2011 Meeting, other 2011 efforts, and plans for attracting sponsorships for the 2012 Meeting. The plan included additional strategies, including identification of new commercial partners and attempts to secure new funds for other programmatic initiatives.

With President Yancey excused from the discussion, the Board evaluated a request from the Dermatology Foundation (DF) for continued support of career development grants that are given out by the DF on an annual basis. Dr. Hall reviewed the history or the collaborations and discussions were had. A motion to approve the continued support of the DF in the amount of \$20,000 for 2012 was made, seconded, and passed by a 6-5 vote with absents.

Alliances/Collaborations/Advocacy

President Yancey reviewed reports from the SID's delegate to the AMA and materials relating to the phone application that was developed in concert with the Coalition of Skin Diseases.

President Yancey and Mr. Rumsey provided updates regarding the two groups managed by the SID (Association of Professors of Dermatology and Medical Dermatology Society). Mr. Rumsey explained that both groups' management agreements were to expire at the end of 2011 and those two-year renewal proposals were going to be extended to both groups with the Board's approval. A motion to accept the proposals to continue to manage the APD and MDS was made, seconded, and approved unanimously.

President Yancey and Dr. Minnillo spoke about ongoing activities with NIH/NIAMS. Dr. Yancey also relayed that the SID had nominated Dr. Stephen Katz for the prestigious Nathan Davis Award.

Dr. Hall spoke about the annual Montagna Biology of Skin Meeting and the SID's part in contributing funding for travel grants to attendees. The Board reviewed how future funding requests would be handled for reference.

President Yancey spoke about the planned activities and meetings associated with the upcoming JSID Annual Meeting in Kyoto.

Martin Weinstock spoke about the promotion of investigative dermatology in South America. It was agreed that the administrative office would work with Dr. Weinstock and Richard Gallo on promotional efforts.

Journal related

Paul Bergstresser, MD, *JID* Editor, gave his report to the Board. Various topics were discussed including the planning for the SID/*JID*'s 75th Anniversary, the newly released Impact Factor for the *Journal*, and Nature Publishing-related activities. Dr. Bergstresser and Elizabeth Blalock (*JID* Managing Editor) answered inquiries.

Other business

David Rubenstein, who is co-chairing the Meeting Task Group, spent time with the group and reviewed the committee's work up to that point as well as what work would

be done moving forward. Also discussed were timelines, benchmarks, and a solicitation for additional feedback.

Miscellaneous

The Board met in Executive Session.

Upon completion of the Executive Session, a motion to end the Board of Directors meeting was made, seconded, and approved.

Table 1. Attendance at Annual Meeting

Year	Attendees
1988	600
1989	1,200
1990	930
1991	960
1992	1,058
1993	1,131
1994	1,217
1995	1,282
1996	1,316
1997	1,206
1998	1,911
1999	1,230
2000	1,159
2001	1,368
2002	1,266
2003	1,898
2004	1,554
2005	1,475
2006	1,530
2007	1,443
2008	1,528
2009	1,142
2010	1,346
2011	1,350
2012	1,339

Table 2. Membership, 1999–2011

	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011
Active	1,351	1,213	1,201	1,178	1,167	1,188	1,150	1,146	1,152	1,054	1,033	1,050	1,118
Patron	160	197	219	214	211	205	207	221	276	266	228	126	89
Individual	33	30	33	37	24	29	0	0	0	0	0	0	0
Corporate	10	12	10	7	1	1	3	3	3	4	2	2	2
ESDR/SID	43	42	40	41	39	41	42	46	66	67	71	65	66
Residents/Fellows	103	100	117	109	108	130	110	120	150	146	141	123	123
Honorary	48	47	47	47	50	46	48	47	47	48	53	58	48
Life Member	10	12	24	24	21	24	28	30	30	31	12	29	53
Total membership	1,758	1,653	1,691	1,657	1,621	1,664	1,588	1,613	1,724	1,616	1,540	1,453	1,499
New members included in above figures	128	119	130	130	122	155	164	160	188	188	121	129	102

Table 3. Balance sheet as of December 2011

Income	
Dues	\$315,403
Registration fees	\$580,050
Interest income	\$13,180
Journal income	\$1,030,380
Other income	\$505,746
Contributions	\$53,008
Total income	\$2,497,767
Expenses	
SID office	\$287,390
JID office	\$633,499
Annual Meeting	\$834,224
Committees	\$123,827
Awards	\$0
Other meetings	\$0
Other expenses	\$592,843
Total expenses	\$2,471,783
Net income (loss)	\$25,984

Table 4. Income statement for year ending December 31, 2010

Assets	
Cash and cash equivalents	\$974,391
Investments in marketable securities	\$1,438,582
Royalty receivable	\$130,382
Prepaid expenses	\$49,081
Deposits	\$0
Property and equipment net of accumulated depreciation	\$8,474
Total assets	\$2,600,910
Liabilities	
Unearned revenue	\$216,338
Accounts payable	\$255,919
Net assets	
Unrestricted	\$235,021
Temporarily restricted	\$1,893,632
Net assets	\$2,128,653
Total liabilities and net assets	\$2,600,910

The Society for Investigative Dermatology Statement of Financial Position, December 31, 2010.

Table 5. Current cash assets, December 31, 2001–2011

	2011	2010	2009	2008	2007	2006	2005	2004	2003	2002	2001
Operating fund	\$1,061,683	\$837,604	\$514,664	\$784,752	\$1,366,464	\$1,212,928	\$781,140	\$842,375	\$747,517	\$342,510	\$233,353
Named funds											
Beerman	\$69,211	\$70,753	\$64,380	\$48,742	\$74,937	\$78,151	\$70,778	\$68,473	\$63,965	\$57,500	\$65,741
Blank	\$60,143	\$61,481	\$54,675	\$41,742	\$62,922	\$64,200	\$57,044	\$58,520	\$56,016	\$49,489	\$55,961
Montagna	\$74,388	\$76,570	\$70,326	\$52,481	\$92,981	\$100,208	\$88,667	\$88,524	\$82,378	\$71,869	\$83,328
Kanof	\$54,202	\$61,657	\$56,187	\$45,211	\$69,247	\$72,392	\$64,339	\$62,594	\$58,759	\$54,389	\$63,421
Gigli	\$610	\$675	\$740	\$805	\$935	\$935	\$1,000	\$0	\$0	\$0	\$3,579
Stone	\$90,179	\$89,157	\$89,012	\$89,146	\$85,146	\$83,259	\$80,518	\$80,080	\$80,328	\$78,967	\$77,488
Farber	\$254,786	\$267,437	\$255,102	\$211,302	\$319,103	\$300,193	\$291,056	\$305,478	\$289,564	\$259,189	\$0
Kligman/Frost	\$53,335	\$53,161	\$51,665	\$46,807	\$45,820	\$0	\$0	\$0	\$0	\$0	\$0
JID Fund	\$663,469	\$660,449	\$576,840	\$443,577	\$701,061	\$703,792	\$605,856	\$663,254	\$639,573	\$632,979	\$734,180
Total	\$2,382,004	\$2,178,943	\$1,733,591	\$1,764,565	\$2,818,616	\$2,616,058	\$2,040,398	\$2,169,298	\$2,018,100	\$1,546,892	\$1,317,051